

Minutes
of the Meeting of the
Churchill County Library Board
June 26, 2013

The Churchill County Library Board held a public meeting on June 26, 2013 beginning at 3:25 p.m. at the Churchill County Library Annex, 507 South Maine Street Fallon, Nevada.

REGULAR AGENDA ITEMS

Call to Order

Chairman Zip Upham called the meeting to order at 3:25 p.m.

The certificate of posting was noted.

Public comment

None.

Roll Call

Present were Trustees Zip Upham, Kim Farnham, Ann Rapp, and Rebecca Taylor. Also present was Library Director Carol Lloyd.

Absent: Trustee Dottie Brown

Review and adoption of agenda

A motion was made by Kim Farnham to approve the agenda. Second: Ann Rapp. All in favor.

Review and adoption of the minutes

A motion was made by Ann Rapp to approve the minutes of the Library Board meeting on May 23, 2013. Second: Kim Farnham. All in favor.

Review and adoption of library building fund and gift fund

Carol Lloyd noted that the donation of \$10,000 from the Artemisia Club is included in the Gift Fund line on the report. A motion was made by Ann Rapp to approve the Library Building Fund and Gift Fund reports as presented. Second: Kim Farnham. All in favor.

Library Board of Trustees ' Report

None.

Library Director 's Report

The new website will be ready for a soft opening on July 1 and there will be a demo of it at the July Board meeting. The Board reviewed the 2014 budget. It is down from 2013 due to salary reductions. Carol hasn't been directed by the County to cut anything. The budget includes \$80,000 for the Morgan Trust, up from \$30,000 in 2013. This is an arbitrary figure and does not mean the County expects us to spend that much. They have no say in how the Morgan Trust funds are spent; only the Board decides this.

The Summer Reading program is going well. To date, 455 children have signed up. Last week the program included a magician and almost 1,000 children and parents attended. Carol expects to have programs once a week next summer. A \$650 LSTA grant from the State helped cover the costs this year. There were more funds available but there wasn't enough time to set up programs to use it all.

On July 6th and 7th there will be a book signing at the Rising Sun Gallery co-hosted by the Library. Author Stephanie Carroll, a former Fallon resident, will be signing her book "A White Room." Proceeds from the book signing will go to the Gallery. Friends of the Library donated funds for refreshments.

Diane Wargo did a presentation at the Homestead Assisted Living facility for their Alzheimer's Support Group Staff. Carol passed around a thank you note from Homestead.

Set date and time of regular/special Library Board meetings

The next regular meeting is scheduled for Thursday, July 25, 2013 at 3:15 pm at the Library Annex at 507 South Maine Street.

Public Comment:

None.

OLD BUSINESS

Review and adoption of library marketing and publicity

Carol passed out bookmarks promoting the new website. There will also be a banner on the outside wall with information on the website.

NEW BUSINESS

Review and adoption of monthly financial report

As of 06/10/13, 92% of the year has elapsed and the Library has spent 83% of the budget.

A motion to accept the budget was made by Kim Farnham. Second: Ann Rapp. All in favor.

Review of monthly circulation reports

The May 2013 circulation numbers are down from May 2012 due to the new method of scanning audio books. OneClick Digital figures were added to the circulation report by Carol.

Carol is assessing the Kindle procedure. A better procedure might be to download books to Library patrons' own devices. One of the Kindles is missing and is not expected to be returned.

Wireless usage for the month of April was 192 hours. There were 13 users.

PC reservation usage for April was 1,434 users.

Disbursement from gift fund

The Board discussed taking \$8,000 from the Gift Fund to pay for annual film and magazine programs. The magazines can be viewed by multiple users simultaneously. There is a \$1,500 platform fee with Zinio and \$4,500 worth of product to begin with. There is also a \$500 charge for independent films (indiflix) that can be viewed by patrons. The Library can also show these films in public as long as a fee isn't charged. The \$8,000 figure also includes a little buffer in case we find additional items to purchase. If the new programs are successful, they will be renewed next year.

A motion was made by Kim Farnham to approve the \$8,000 expenditure from the Gift Fund. Second: Rebecca Taylor. All in favor.

Lending procedure to Storey County and Nevada residents residing in a county without a NRS sanctioned library

The Library in Storey County was shut down when the County removed funding for it. Their books are currently in storage. They were a part of the CLAN system. There is a reciprocal agreement in Nevada between counties with libraries. CLAN granted Storey County access to Polaris. The Board discussed whether the Churchill County Library should lend books to residents of Storey County. Carol recommended we do not do this as they no longer have a library to reciprocate with Churchill County. If we did allow Storey County residents to borrow from Churchill County's library, this would set a precedent for other counties. A motion was made by Kim Farnham to allow no sharing with Storey County residents. Second: Ann Rapp. All in favor.

The Library's policy of lending to people with military ID's was discussed and no change was proposed.

Carol suggested the Board put something in place making our position clear. Zip Upham recommended setting a policy to say there will be no sharing with residents of other counties unless they have a library in their county.

The Board decided to table discussion regarding possible action for Nevada residents residing in a county without a NRS sanctioned library to the next board meeting. Carol will discuss with County Commissioner Bus Scharmann prior to the July Board meeting.

Exhibits policy , exhibits agreement form, and meeting room policy

Carol made further changes to the Exhibits Policy using research conducted by Wade Carner from the District Attorney's office. Use of the Meeting Room was also discussed. There are several groups using the room outside of library hours. The policy outlines their responsibilities and gives emergency contact information. A motion to approve the Exhibits Policy, Exhibits Agreement form, and Meeting Room Policy was made by Ann Rapp. Second: Kim Farnham. All in favor.

Public comment

None.

Miscellaneous

None.

The meeting was adjourned at 4:48 p.m.

Respectfully Submitted,

Kim Farnham, Board Member and Secretary